

Municipal Licensing & Standards
Etobicoke York District
399 The West Mall,
3rd Floor, North Block
Toronto ON M9C 5A3
Phone: 416-394-2550
Fax: 416-394-2904

APPLICATION FOR MARKETING AGREEMENT

Applicant's Name: _____ Date: _____

Address: _____ Postal Code: _____

Telephone #: (Residence) _____ (Business) _____

Owner(s) name (if different from above):

Address: _____ Postal Code: _____

Telephone #: (Residence) _____ (Business) _____

Address of Store where display is to be set up _____

Lot and Registered Plan number: _____

Describe the merchandise to be displayed:

Dimensions of the display area in square metres: _____ .

In order to process your application please submit the following

1. Nine copies of an up-to-date plan of survey as well as a site plan showing the location of the proposed display area in relation to the City's street line, sidewalk, utility poles, fire hydrants, trees, etc. If you are proposing a temporary marketing enclosure; i.e. – awning and/or a display stand, detailed drawings are also required. ATTENTION - prior to preparing your site plan please review the attached information sheet which sets out the minimum requirements you must comply with. Your plan must reflect these requirements.
2. An application fee in the form of a CERTIFIED cheque made payable to the Treasurer City of Toronto in the amount of: \$ _____. Application fee is non-refundable.

NOTE: – if upon reviewing your application more information is required we will contact you.

NOTE: - No construction/digging, etc., is permitted within the City road allowance until the City's Works & Emergency Services Division has granted approval. In Etobicoke call 416-394-8942.

Should your application be approved you will be required to:

- A. Enter into an Encroachment (Marketing) Agreement with the City. Legal fees for registration and administration may be charged.
- B. Provide a certificate of insurance evidencing a third party bodily injury and property damage insurance in an amount of \$ 2,000,000., or such other coverage and greater amount as the City may require, and naming the City of Toronto as an additional insured party under the policy.
- C. The owner agrees that an approved annual fee by the City of Toronto may be administered and may be subject to change from time to time.

Applicant's signature: _____ Date: _____

Owner's signature if different from above (attach a list if more than one owner):
_____ Date: _____

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Minimum requirements you must be able to meet in order to have your marketing application considered for approval:

- **No outdoor display of merchandise shall be located closer than a minimum of 2.1 metres to the curb of any road. The City may impose a greater setback.**
- **Any outdoor display of foodstuffs will be raised at least 0.6 metres above the level of the sidewalk.**
- **Only temporary structures as approved by the General Manager or the General Manager's designate and used in connection with the outdoor display of merchandise shall be permitted.**
- **Display surface shall be paved and maintained in good repair and kept clean at all times.**
- **Any outdoor display on merchandise along the flankage of a corner property adjacent to land designated residential by the applicable zoning by-law, shall be set back a minimum of 3.0 metres from the nearest boundary of the land designated residential.**
- **No outdoor display of merchandise at any time during the period from April 1 to November 30 of any year, shall be located so as to leave less than 1.2 metres continuous width of any sidewalk, measured from the curb edge of the sidewalk, unobstructed.**
- **No outdoor display of merchandise at any time during the period from December 1 to March 31 of any year, shall be located so as to leave less than 1.8 metres continuous width of any sidewalk, measured from the curb edge of the sidewalk, unobstructed.**
- **Must comply with the terms of your agreement with the City and any additional conditions that the City may impose from time to time.**